



**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2013 - JUNE 30, 2014
Deadline: July 18, 2014**

1. DEPARTMENT INFORMATION:

Department: County of San Diego Office of the Public Defender
 Division/Unit: Primary Public Defender, Alternate Public Defender,
 Multiple Conflicts Office, and Office of Assigned Counsel

2. VOLUNTEER PROGRAM BENEFITS:

a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc).

No. of Vol.	128 Hours	18,116	X	\$22.55	=	\$408,515.80
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Types of work performed by GENERAL VOLUNTEERS in this category:

**Investigative interns assist our investigative teams with witness interviews and case preparation.
 Paralegal interns assist in arraignment, research, writing, and trial coordination.
 Clerical interns assist with copying, faxing, assembling files, typing, and filing.
 Bail Project students assist in the Arraignment Court with interviewing clients and advising them of their Constitutional rights.
 German Referendars also monitor and learn our legal system, and assist attorneys with simple tasks.**

b. INSTITUTIONAL VOLUNTEERS (this section should include honor camp inmates, PIC/RETC, GAIN)

No. of Vol.	0 Hours	0	X	\$22.55	=	\$0.00
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

The department did not have any institutional volunteers this reporting period.

c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.)

Position	Hours	X	VCL	=	Dollar Benefit
<u>Legal Intern</u>	<u>62,039</u>		<u>\$28.71</u>		<u>\$1,781,139.69</u>
<u>Post-Bar Intern</u>	<u>12,040</u>		<u>\$28.71</u>		<u>\$345,668.40</u>
					<u>\$0.00</u>

No. of Vol.	423	Total Hours	74,079	Total Value =	\$2,126,808.09
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

**Legal Interns and Post-Bar Interns are law school students from around the country.
 These interns assisted Deputy Public Defenders in representing indigent clients.
 This included interviewing clients, preparing trial notebooks, researching & writing various motions, and appearing at court hearings at all stages of the case under the direct supervision of an attorney.**

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	No. of Volunteers	Hours	Dollar Benefit
2a.	128	18,116	\$408,515.80
2b.	0	0	\$0.00
2c.	423	74,079	\$2,126,808.09

Total Vol.	551	Total Hours	92,195	Total Value =	\$2,535,323.89
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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated: _____	Value: _____
Item Donated: _____	Value: _____
Item Donated: _____	Value: _____
TOTAL VALUE = \$0.00	

4. VOLUNTEER PROGRAM COSTS:

a. Cost of supervision of volunteers (total hours of direct supervision multiplied by the hourly rate of staff person (s) directly supervising program volunteers.)

Hours	23,049	X	Rate	\$26.03	=	\$599,965.47
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b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.)

Hours	2,080	X	Rate	\$62.90	=	\$130,832.00
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c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
10% Indirect Cost Salary Totals Supervision & Coordination	\$73,079.75
_____	_____
_____	_____
_____	_____
TOTAL OF OTHER PROGRAM COSTS	\$73,079.75

d. TOTAL OF VOLUNTEER PROGRAM COST	=	\$803,877.22
(add 4a, 4b, and 4c)		

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	\$2,535,323.89
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	\$0.00
c. Subtract Total of Program Costs, Item 4d (Page 3)	\$803,877.22

TOTAL PROGRAM BENEFIT	\$1,731,446.67
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6. RECRUITING:

Please describe your recruiting programs:

Our recruiting program includes:

conducting on-campus interviews at local law schools and selected others;

attending legal consortiums and interview programs to make personal contact with students from as many law schools as possible;

listing our programs with as many law school career service departments as possible for maximum exposure;

contacting minority group and law student associations to highlight our programs.

Our office also donates time to events such as job fairs, moot courts, and other law school competitions.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

Our special activities includes:

the San Diego LGBT Pride Festival to celebrate diversity;

the Public Defender's Charity Golf Tournament to benefit foster teens;

the Public Defender's Bowling Tournament to benefit high school students interested in law;

and various fitness programs to encourage health and wellness.

Our special achievements include Volunteer of the Month nominations and recognitions.

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2014-15:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

1. Actively seek highly qualified candidates by expanding our demographics.

2. Increase visibility with local schools by participating in lectures and various events.

3. Consider a program that recognizes more volunteers throughout the year.

4. Research possible sources of donations to our program.

5. Locate and contact more student groups about our programs.

9. **GENERAL INFORMATION:**

Name of person completing report:

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Volunteer Coordinator:

David Lamb

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10. **DEPARTMENT CERTIFICATION:**


Henry Coker, Public Defender
DEPARTMENT HEAD SIGNATURE

July 23, 2014
DATE